



केन्द्रीय माध्यमिक शिक्षा बोर्ड

(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)

CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organization under the Ministry of Education, Govt. of India)

NO. CBSE/AFF./2021

Dated: 27.07.2021
Circular No. 13/2021

Circular

Subject: Grant of approval/ permission on one time basis in respect of applications registered under SARAS for session 2022-23 due to COVID- 19 pandemic situation- reg.

The Board has implemented the School Affiliation Re-engineered Automated System (SARAS) from March, 2021 in tune with the mandate of the National Education Policy 2020. The essence of the system is disposal of the cases in a time-bound manner so as to avoid undue harassment to the stakeholders.

It has been noticed that the schools are facing problems in procuring mandatory documents required as per Affiliation Bye Laws 2018, as the Govt. offices in the States are not functioning with full strength due to COVID-19 pandemic. In absence of mandatory certificate(s), the applications under SARAS for session 2022-23 are getting rejected and school needs to apply afresh with requisite fees.

Therefore, in order to avoid hardship to the schools/ students, the Competent Authority of the Board, after due consideration has accorded one time relaxation for furnishing relevant safety certificates, thereby granting approval to the schools that had applied under SARAS for the following categories of school for session 2022-23:-

Sl. No.	Category of Application
01	Extension of Affiliation
02	Section increase
03	Introduction of Additional Subject
04	Permission of two Shifts
05	Permission of name change of school/ society (As per status of school)
06	Transfer of school from one society to another

However, for categories under serial no. 02 to 06, applicant schools must ensure submission in the SARAS portal category specific documentary requirement as per the Affiliation Bye-Laws, 2018.

However, the above mentioned categories schools must update the Mandatory Certificates under the Mandatory Public Disclosure on the school website with a prominent icon levelled as "Mandatory Public Disclosure" in compliance to Board's Circular No. 09/2021 dated 21.05.2021, during the running of the school to ensure safety of the students.

In this regards, the applicant schools must ensure the following directions of the Board:-

1. All cases of extension of affiliation registered upto session 2022-23 shall be granted extension for a period of 05 years irrespective of the stage where application is pending i.e. be at scrutiny level, Inspection Committee level, Deficiency/ compliance level etc.

Contd..

2. The school shall ensure the availability of fire safety, building safety and all other mandatory certificates which should be valid and renewed on the day of operation and during running of the school, so that the safety of the students are ensured.
3. The school shall maintain records of certificates, compliances, data and other relevant information and shall be fully responsible to produce all such records before Board and appropriate Government Authorities as and when asked for. Non-compliance of the norms shall attract penal provisions under clause 12 of the Affiliation Bye Laws.
4. The school will also ensure that it is in possession of the all documents/certificates as specified in clause 2.5.5 of Affiliation Bye-Laws, 2018.
5. The extension of affiliation is being granted as one time measure. However, the cases where the Show Cause Notice were communicated or grievance / legal cases are pending against the school, the Board will take further decision in this matter in due course as per relevant clause(s) of Affiliation Bye-Laws 2018.
6. In respect of above mentioned categories of schools, the Board reserves the right to conduct inspection as per clause 11.2 and 11.4 of Affiliation Bye Laws, 2018.
7. In case of already rejected cases, registered in the SARAS portal for 2022-23 session, the cases shall be considered on suo-moto basis.

This issues with the approval of the Competent Authority.

Anurag Tripathi

(Anurag Tripathi)
Secretary, CBSE

Distribution to:

1. All Managers/ Principals of Independent category schools Affiliated to CBSE.
2. The Commissioner, Kendriya Vidyalaya Sangathan, 18 Institutional Area, Shaheed Jeet Singh Marg, New Delhi 110016.
3. The Commissioner, Navodaya Vidyalaya Samiti, B-15, Institutional Area, Sector 62, Noida 201307, District Gautam Budh Nagar, Uttar Pradesh.
4. The Director, Central Tibetan School Administration, EssEss Plaza, Community Centre, Sector3, Rohini, Delhi 110085.
5. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi 110054.
6. The Director of Public Instruction (Schools), Union Territory Secretariat, Sector 09, Chandigarh 160017.
7. The Director of Education, Govt. of Sikkim, Gangtok, Sikkim 737101.
8. The Director of School Education, Govt. of Arunachal Pradesh, Itanagar 791111.
9. The Director of Education, Govt. of A& N Islands, Port Blair 744101.
10. All Education Secretaries of States/ UTs.
11. All HODs of CBSE.
12. Deputy Secretary to the Chairman, CBSE for kind information to the Chairman.
13. The SPS to Secretary, CBSE.
14. The Joint Secretary (A & L), CBSE.
15. The Deputy Secretary (Co-ordination Unit), CBSE.
16. The PRO, CBSE, Delhi for due Publicity
17. All the Regional Directors/ Regional Officers/ COE Heads of CBSE with the request to disseminate the information further.
18. The Joint Secretary (IT), CBSE, Preet Vihar, Delhi 92 with request to upload the Circular in the main page as well as in the SARAS Portal for information to all stake holders and to update the SARAS portal accordingly.

Anurag Tripathi

(Anurag Tripathi)
Secretary, CBSE



CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Union Ministry of Human Resource Development Govt. of India)
"SHIKSHA KENDRA", 2, COMMUNITY CENTRE, PREET VIHAR, DELHI - 110 301

REGD./SPEED POST

No. CBSE/Aff./2730577 (EX-00298-1516)/2014/166259

Dated: 14.10.2014

The Manager,
The Srijan School,
4B, North Model Town,
Delhi - 110 009.

Sub: Extension of Provisional Affiliation to the above said school beyond 31.03.2014 - reg.
Sir/Madam,

This is with reference to your online application dated 30.01.2014 on the subject cited above.

In this connection, I am directed to convey sanction of extension of provisional affiliation of the school with the Board for its **Secondary School Examination and Senior Secondary School Examination** for a period of **Five years w.e.f. 01.04.2014 to 31.03.2019** subject to the fulfillment of the following conditions in addition to the general conditions intimated at the time of grant of provisional affiliation for secondary classes and senior secondary classes:-

1. The School is required to follow syllabi and course as per scheme of studies prescribed by the Board for the respective Examination.
2. The School is required to abide itself by the Examination/Affiliation-Bye-Laws of the Board.
3. The School is required to apply on online for further extension of affiliation alongwith the requisite fee and other documents by 30th June of the preceding year in which the Provisional Affiliation expires. Applications will be accepted after the last date along with the prescribed fee and late fee Rs. 10,000/- per month subject to maximum of Rs. 50,000/-.
4. Provisional Affiliation granted to a school will remain valid on receipt of online application of a school for further extension of provisional affiliation subject to the final decision of the Board.(Amended Rule 15.11).
5. It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
6. The school will enroll students proportionate to the facilities available in the school as prescribed in the Affiliation Bye-Laws of the Board which shall not in general exceed the optimum number as under from Pre-Primary to Class XII :-

Campus area	Enrolment	No. of Sections (pre-primary to X)	No. of Sections at Sr. Secondary (XI & XII)
(a) 1.0 acre	1250	02 in each class	04 in class XI and XII
(b) 1.5 acre	1875	03 in each class	04 in class XI and XII
(c) 2.0 acre	2500	04 in each class	04 in class XI and XII
(d) School running on bigger campus of more than 02 acres, the number of students shall be restricted as per the actual facilities in the school which shall be proportionate to the optimum number mentioned at (a), (b) and (c) above.			
(e) Schools running on less than 01 acre campus shall restrict number of students as follow:-			

Category	Area of land	No. of students
(i) Secondary School	2000 sq. mtrs	600 upto Class X
(ii) Sr. Secondary School with two streams	3000 sq. mtrs	900 upto Class XII

Contd...2/-

-: 2:-

The school will strictly adhere with all rules regarding safety of students including Fire fighting, Drinking water, Sanitation, Transportation, etc.

. Income & Expenditure and audited annual accounts statement duly certified by the Chartered Accountant for the current year is required to be sent and the same be submitted every year.

Other conditions are enclosed as per Annexure 'A'.

Special conditions to be complied within three months:-

- a. Renewed Certificate from the concerned Govt. Authorities of the area relating to sanitary conditions of the school, availability of safe drinking water and fire safety arrangements of the school may be obtained and submitted at the earliest.
- b. The school is required to reconstitute the School Managing Committee as per the provisions of Affiliation Bye-Laws of the Board by including two teachers, parents and Board's nominees in it. In this regard a panel of five Principals (inclusive of at least 2-3 Principals from nearby JNV/KV) be forwarded.
- c. The school is required to maintain the reserve fund as per norms of the Board under clause xxiii of Affiliation Bye-laws of the Board.
- d. Salary should be paid through Electronic Clearing Service (ECS) from the date of First appointment of the teachers on probation.
- e. The school is required to furnish Board's result of class-XII of the year 2014.
- f. The school having untrained teachers, therefore, the school is required to appoint only trained and qualified teachers in the prescribed pay scales as per State Govt norms. Besides, Vice Principal of the school is superannuated and is required to be replaced with trained and qualified person on regular basis. A copy of staff statement be furnished after doing needful.
- g. The school is required to pay other admissible allowances to all the staff at par with the salary of corresponding categories of employees working in the State Govt. Schools & copy of salary sheet be furnished duly receipted by the staff.
- h. The school is required to submit Income and Expenditure statement for the latest year.

Yours faithfully,


ASSISTANT SECRETARY (AFF)

Encl: As above.



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(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)

CENTRAL BOARD OF SECONDARY EDUCATION
(An Autonomous Organisation under the Ministry of Human Resource Development, Govt. of India)



No.F.CBSE/Aff/MISC/2020

Dated 18.03.2020

The Principal
(Online Registration No:)

Subject: Extension of affiliation upto 31.03.2021- Regarding

As per record held by office, your School has applied for extension of general affiliation; the application of the School is being scrutinized for constitution of Inspection Committee and conveying other deficiencies, if any, noticed during scrutiny of application.

As per rule no. 10.3.2 of Affiliation Bye Laws, the affiliation granted to a School will remain valid on receipt of application of a School for extension of affiliation subject to the final decision of the Board.

Therefore, in order to avoid inconvenience to the School, the validity of affiliation in respect of your School is being extended upto 31.03.2021 (provisionally) and the online status of the School affiliation is being updated accordingly.

Anurag Tripathi

(ANURAG TRIPATHI)
SECRETARY, CBSE